



U.S. Department of Justice
Federal Bureau of Investigation

Washington, D. C. 20535-0001

November 16, 2021

PERSONAL

Mr. Seth Markin
Federal Bureau of Investigation
Quantico, Virginia

Dear Mr. Markin:

This letter advises that you are suspended indefinitely from duty and pay effective upon receipt of this letter. This action is based upon the decision of Jennifer Leigh Moore, Federal Bureau of Investigation (FBI) Security Programs Manager, Human Resources Branch, to suspend your Top Secret security clearance and access to classified information. Your suspension will be in effect pending the final resolution of all security actions including investigation, adjudication, and any related appeals regarding your eligibility for access to classified information, and/or a determination of whether or not further administrative action is warranted.

It has been a longstanding, essential condition of employment that employees of the FBI be able to obtain and maintain a Top Secret security clearance. By the above referenced letter, you were notified of the decision to suspend your access to classified information, and as such, your access to controlled FBI space is not permissible at this time. In addition, you are reminded that while on suspension your authority to fulfill the duties and responsibilities of your position is also suspended. As such, you may not represent yourself as an active or on-duty employee of the FBI. Further, you are not authorized to perform any of the official duties previously granted to you by statute or by virtue of your employment with the FBI. Since you will not be allowed access to FBI space, there are no duties for you to perform. Therefore, you do not meet an essential condition of employment.

You are, however, being afforded a one-time opportunity to decide whether or not you wish to use your accrued annual or sick leave in lieu of being indefinitely suspended. If you elect to use accrued sick leave, you must meet the criteria set forth in the attached election form.

Mr. Seth Markin

This election is voluntary on your part. Should you decide to make this election, you will remain on leave for the duration of any outcome. If you exhaust your available leave, you will be placed on Suspension status pending a final FBI determination regarding your security clearance and/or other administrative action, if warranted.

Additional information concerning your eligibility to engage in outside employment and/or receive unemployment compensation is provided with the enclosed Election Form. You must provide the Performance Appraisal Unit (PAU) with your Election Form by either: Fax (202) 324-5254 or electronic mail HQ_DIV03_PAU@fbi.gov, as soon as possible and no later than 10 business days from the date you are presented this letter so that it is processed in a timely manner to avoid being placed in a non-duty, non-pay status (indefinite suspension). Until such time as a voluntary election form is received, you will be carried in a non-duty, non-pay status (indefinite suspension).

Our records indicate you are not preference eligible; therefore, you have no further right of review or appeal in this matter. If you believe you are preference eligible, please contact Management and Program Analyst Grace M. Francese, PAU, immediately at (202) 323-0082.

Regards,



Katherine Brideau
Unit Chief
Performance Appraisal Unit
Human Resources Division

Enclosures

1. Election Form
2. SF-8, Notice to Federal Employee about Unemployment Insurance
3. FD-331, Special Agent Request to Engage in Outside Employment
4. Federal Employment Health Benefits (FEHB)

REQUEST FOR PERSONNEL ACTION

PART A - Requesting Office (Also complete Part B, Items 1, 7-22, 32, 33, 36, and 39.)

1. Actions Requested <i>Suspension During Probationary Period</i>	2. Request Number
3. For Additional Information Call (Name and Telephone Number) <i>Jesse L. Waino 203-632-1781</i>	
4. Proposed Effective Date <i>11-18-2021</i>	
5. Action Requested By (Typed Name, Title, Signature, and Request Date) <i>Jesse L. Waino Jesse L. Waino 11-18-2021</i>	
6. Action Authorized by (Typed Name, Title, Signature, and Concurrence Date) <i>MARTIN LICCIARDO (Signature) 11/18/21</i>	

PART B - For Preparation of SF 50 (Use only codes in FPM Supplement 292-1. Show all dates in month-day-year order.)

1. Name (Last, First, Middle) <i>Markin, Seth, R</i>	2. S. [REDACTED]
3. Date of Birth [REDACTED]	4. Effective Date <i>11/18/2021</i>
FIRST ACTION	
5-A. Code	6-B. Nature of Action
5-C. Code	6-D. Legal Authority
5-E. Code	6-F. Legal Authority
SECOND ACTION	
6-A. Code	6-B. Nature of Action
6-C. Code	6-D. Legal Authority
6-E. Code	6-F. Legal Authority

7. FROM: Position Title and Number		15. TO: Position Title and Number									
8. Pay Plan	9. Occ. Code	10. Grade or Level	11. Step or Rate	12. Total Salary	13. Pay Basis	16. Pay Plan	17. Occ. Code	18. Grade or Level	19. Step or Rate	20. Total Salary/Award	21. Pay Basis
12A. Basic Pay	12B. Locality Adj.	12C. Adj. Basic Pay	12D. Other Pay	20A. Basic Pay	20B. Locality Adj.	20C. Adj. Basic Pay	20D. Other Pay				

14. Name and Location of Position's Organization		22. Name and Location of Position's Organization	
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EMPLOYEE DATA					
23. Veterans Preference 1 - None 2 - 5-Point	3 - 10-Point/Disability 4 - 10-Point/Compensable	5 - 10-Point/Other 6 - 10-Point/Compensable/30%	24. Tenure 0 - None 1 - Permanent 2 - Conditional 3 - Indefinite	25. Agency Use	26. Veterans Pref for RIF YES <input type="checkbox"/> NO <input type="checkbox"/>
27. FEGLI [REDACTED]		28. Annuitant Indicator [REDACTED]		29. Pay Rate Determinant	
30. Retirement Plan [REDACTED]		31. Service Comp. Date (Leave)	32. Work Schedule [REDACTED]	33. Part-Time Hours Per Biweekly Pay Period	

POSITION DATA				
34. Position Occupied 1 - Competitive Service 2 - Excepted Service	3 - SES General 4 - SES Career	35. FLSA Category E - Exempt N - Nonexempt	36. Appropriation Code	37. Bargaining Unit Status
38. Duty Station Code		39. Duty Station (City - County - State or Overseas Location)		

40. Agency Data	41.	42.	43.	44.		
45. Educational Level	46. Year Degree Attained	47. Academic Discipline	48. Functional Class	49. Citizenship 1 - USA 8 - Other	50. Veterans Status	51. Supervisory Status

PART C - Reviews and Approvals (Not to be used by requesting office.)					
1. Office/Function	Initials/Signature	Date	Office/Function	Initials/Signature	Date
A.			D.		
B.			E.		
C.			F.		

2. Approval: I certify that the information entered on this form is accurate and that the proposed action is in compliance with statutory and regulatory requirements.
Signature _____ Approval Date _____